



City of Alamo Heights  
6116 Broadway  
San Antonio, TX 78209  
(210) 822-3331 voice (210) 822-8197 fax

### Automatic Debit Authorization

I AUTHORIZE THE CITY OF ALAMO HEIGHTS TO DEBIT THE BANK ACCOUNT INDICATED BELOW TO PAY MY MONTHLY UTILITY BILL. I UNDERSTAND THAT MY BANK ACCOUNT WILL BE DEBITED FOR THE TOTAL AMOUNT DUE ON THE DUE DATE.

PLEASE CONTINUE TO MAKE YOUR PAYMENTS UNTIL "PAID BY DRAFT" APPEARS ON THE BILL. FAILURE TO DO SO COULD RESULT IN THE ADDITION OF LATE FEES.

**\*\*A VOIDED CHECK MUST BE ATTACHED TO YOUR APPLICATION FOR PROCESSING\*\***

NAME \_\_\_\_\_ DATE \_\_\_\_\_

SERVICE ADDRESS \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

(IF DIFFERENT FROM SERVICE ADDRESS)

#### CONTACT PHONE NO.(s)

HOME \_\_\_\_\_ CELL \_\_\_\_\_ OTHER \_\_\_\_\_

EMAIL \_\_\_\_\_

#### PLEASE LIST WATER ACCOUNTS TO BE DRAFTED:

ACCT. # \_\_\_\_\_ ACCT. # \_\_\_\_\_ ACCT. # \_\_\_\_\_

#### BANK INFORMATION

ACCT HOLDER \_\_\_\_\_  
(Print Name) (Signature)

BANK NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

ROUTING # \_\_\_\_\_ BANK ACCT. # \_\_\_\_\_

THIS AUTHORIZATION WILL REMAIN IN EFFECT UNTIL THE CITY OF ALAMO HEIGHTS HAS RECEIVED WRITTEN NOTIFICATION OF ITS TERMINATION. THIS BANK DRAFT SERVICE WILL BE TERMINATED UPON RECEIPT OF NOTIFICATION FOR INSUFFICIENT FUNDS.